



AMERICAN SOCIETY OF SAFETY PROFESSIONALS

Orange County Chapter

OC ASSP Board Meeting **Minutes**

March 26, 2025

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**QUORUM: (President or President-Elect plus 3
Committee Members (including 1 Elected Member))**

Attended	Name	Position	Attended	Name	Position
X	Carolyn Oakes	President	X	Rich Warner	Government Affairs
	Jessica Vargas	President-Elect	X	Phillip Combest	Awards & Honors / Acting Secretary
X	Art Pedroza	Treasurer		Danni Acevedo	Communications
X	Teddi Penewell	Advisory Board	X	Danny Kim	Student Section
X	Bob Howarth	Advisory Board		Eric Brown	Mentorship
X	Georgette Quinn	Advisory Board		Bhavika Lodhia	Membership
	Haley Binder	Job Chair	X	Brian Nguyen	Member at Large
X	Tracey Kreiger	Guest		Andrew Stumpf	Guest
				Dan Gortarez	Guest

QUORUM / CALL TO ORDER

- A quorum being present, the meeting is called to order at 12:03 p.m. by President, Carolyn Oakes

APPROVAL OF PREVIOUS MEETING MINUTES

- Moved to approve by GQ, Seconded Bob Howarth, Motion carried.

OLD BUSINESS: (PREVIOUS ACTION ITEMS)

- Action:** Tracey to reach out to Diana with RIMS for May joint meeting details. (**COMPLETE – comments below**)
- Action:** Georgette to send flowers on behalf of 3 SoCal Chapters with following note: “Thanks for you for your amazing support over the years, and best wishes for a long, healthy, and fulfilling retirement! Warm regards, SoCal Chapters Los Angeles, Long Beach, and Orange County” (**COMPLETE – Geri loved it**)
- Action** - Carolyn will report back regarding new Riverside chapter proposition after ROC.
- Action** – Carolyn to connect with Brian and Eric to discuss mentorship program next year. No news. Leave open.
- Action** – Carolyn will let Haley and Danni know we need promotion for upcoming events. (**COMPLETE – comments below**)
- Action** – Promotion for Angel game to send out per Carolyn, asking Mark H to do this for LB, LA, OC chapters.
- Action** – Brian to get with Society and send out election info for electronic balloting. (**COMPLETE – election update below**)
- Action** – Art to schedule meeting to discuss financial audit plan. Brian, Carolyn, Jess, Art, GQ **and incoming treasurer Tracey Kreiger** to attend. Leave open.
- Action** – Art to provide JTS account balance update after reconciling so transfer can be made from JTS account to chapter account for 2024 JTS proceeds (chapter share). (**COMPLETE – Closed**)

NEW BUSINESS:

1. PRESIDENT REPORT (Carolyn reporting)

- Regional Operating Committee (ROC) meeting is next week in Hawaii. Carolyn only attending.
- Nominations - Change in President-Elect due to bandwidth restrictions for next term. With President Elect resignation, Carolyn appoints Brian Nguyen as President-Elect to complete remainder of term, to succeed to presidency for the 2025/2026 term. This follows bylaws, and RVP has provisionally approved. Carolyn Moves to appoint Brian Nguyen as President-Elect, Bob Seconded, motion carries after discussion.
- **Slate is Bhavika (Secretary), Brian Bguyan (president), Tracy K (treasurer), same advisors.**
- President: Brian (automatic succession from President-Elect)
- President-Elect: Bhavika Lodhia (former Membership Chair)
- Member at Large: Carolyn Oakes (automatic succession from 2024/2025 president)
- Treasurer: Tracey Kreiger (Chapter Member, Ad Hoc Committee Member)
- Advisor 1: Teddi Penewell (Past President 2012/2013, Past Advisor & Delegate)
- Advisor 2: Georgette Quinn (Past President 2011/2012, Past Advisor & Delegate)
- Advisor 3: Bob Howarth (Past President 2005/2006, Past Advisor & Delegate)

2. PRESIDENT-ELECT REPORT

None.

3. TREASURER REPORT Chapter Account Update (Art reporting)

Current balance \$35,617.26

Balance Sheet	
As of March 25, 2025	
	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
Do Not Use 4	0.00
JTS	0.00
Non Profit Checking (1249)	35,662.25
Non Profit Checking (2437)	0.00
Total Bank Accounts	\$35,662.25
Other Current Assets	
Do Not Use1	-44.99
Total Other Current Assets	\$ -44.99
Total Current Assets	\$35,617.26
TOTAL ASSETS	\$35,617.26
LIABILITIES AND EQUITY	
Liabilities	
Total Liabilities	
Equity	
Do Not Use2	-9,187.84
Opening Balance Equity	48,448.56
Net Income	-3,643.46
Total Equity	\$35,617.26
TOTAL LIABILITIES AND EQUITY	\$35,617.26

Monthly Report covering February and March 2025:

DISTRIBUTION ACCOUNT	FEBRUARY 2025	MAR 1 - MAR 25 2025
Income		
Membership Dues		
PayPal Income	3,323.28	
Total for Income	3,323.28	0
Cost of Goods Sold		
Gross Profit	3,323.28	0
Expenses		
Awards, Honors, Scholarships	194.00	
Holiday Meeting Expense		
Leadership Conference		
Meals and Entertainment		
Mixer Expense		
Office Expenses		
Student Section		
Student Section Expenses		
Total for Student Section	0	0
Total for Expenses	194.00	0
Net Operating Income	3,129.28	0
Other Income		
Other Expenses		
Net Other Income	0	0
Net Income	3,129.28	0

- According to this report, only one check in the last couple months, reimbursement for a Student Section member attending the JTS. Discussion about other recent requests for reimbursement which could have been dated back to January's report.
- **Phil moves to approve treasurer report. Seconded by Teddi, motion carries.**
- **Action Item:** Bring in new treasurer Tracey Kreiger to pending books audit. (Added to previous action item.)

4. JTS Update (Phil Reporting)

- Planning starting in the coming days / weeks. Venue is secured. Scheduled for October 9 in Carson.
- Call for Speakers Google form created. Will be announced in the coming days / weeks.
- JTS Account balance was provided to Phil by Art. Total amount to transfer from JTS account to Chapter account is \$4,977.14.
- **Action Item:** Treasurer to transfer \$4,977.14 from JTS account to Chapter account for 2024 JTS proceeds share.

5. STUDENT SECTION (Danny reporting)

- Two remaining meetings for this year: 4/11/25 topic Industrial Hygiene, presenter from City of Hope, and May 2 Alumni Event with 4 panelists.
- Students seem interested in healthcare and hearing from healthcare workers who do safety and IH
- Having election for Student Section in April. Has two volunteers for next year.
- Budget for Next Year: Discussed.

6. PROGRAMS (Carolyn reporting)

- Past
 - Successful volunteer events the past two weeks (food bank w/15 people and beach cleanup w/25 people). Gratifying events. Did 15 pallets and 60 boxes for food for handout.
- Upcoming
 - All events are on the website / events.
 - April 21: Fall protection meeting at 3M facility in Tustin with hands on demo and PPE vendors.
 - Possible limit event attendance due to space available.
 - communications have started on LinkedIn, email to come.
 - May 3: Angel Game and Tailgate with ASSP Long Beach and Los Angeles invited. Maybe Regional people show up. Baseball tickets are almost sold out so buy today if you haven't already!
 - 11 remaining as of 3/21/25. Registration open with 3 options (LA, LB, OC). Can purchase additional 12 tickets if desired/needed.
 - May or June: Joint Meeting with RIMS. RIMS is planning (Tracey Update)
 - Possible move to May but will see.
 - Tracey: Connected with Michael Cabrea MCabrea@bernards.com 818.403.4875 who asks to consider joint meeting in June. Tracey working with Michael.
 - July: Transition Dinner TBD:

7. ADVISORY BOARD REPORT (Email from Bob pasted below)

Email from Bob pasted below

- Advisory Group met 2/27/2025. The meeting consisted of a pilot to experience the revised Ethics course from Society. The content presented focused mainly on issues around members experiencing exclusion and ways Membership can increase inclusion. Feedback was generally positive, although there was some discussion about the fact that there is much more in ASSP's CLEAR Values.
- Meeting hosts are taking the Group's feedback into consideration before releasing final course. It is expected to meet BCSP requirements for ethics training.
- One more Advisor Meeting June 5 is scheduled.
- The Operations Committee of the Advisory Group is looking for 4 members to join the committee starting July 1. Review the [position description](#) for full information on the role. Interested members can submit their interest through [Leadership Connection](#). **Deadline is April 11th.**

Email from Georgette pasted below

- **Advisory Group asked this of Advisors:**
 - We ask that as leaders you lead in this way.
 - If your communities are not aware of the Code, help share the information forward.
 - Use today's presentation and facilitation guide to support our conversations.
 - Support open dialogue and communication when we have differences between members.
 - When you see behavior that is not inclusive, bring members together to resolve differences
- **Action:** Advisors will watch out for ethics course training to meet BCSP and ASSP requirements.

8. GOVERNMENTAL AFFAIRS (Rich Reporting)

- Rich just returning from trip, so not much to report. Watching Cal/OSHA activities. Legislature should be picking up.

9. COMMUNICATIONS / WEB (Haley Reporting through Carolyn)

- 4 new LinkedIn and 2 new Job posts.

10. HONORS & AWARDS REPORT (Phil reporting)

- Previously identified Chapter Safety Professional of the Year (SPY) recipient has been tabled for the short term.
- Motion: Extend Spring Scholarship deadline to 04/01/25, seconded and carried. (Phil missed March 1 deadline.) Spring Scholarship was announced March 4, 2025 through Danny Kim and Azza Carmona. Will report applications and awards if selected by next month.

11. MENTORSHIP PROGRAM (Danny reporting)

- Thinks going smoothly. Not much to report.

12. JOBS

- See above.

13. MEMBERSHIP (Bhavika not here, Carolyn reporting)

Nothing new.

14. NEW BUSINESS

- Election Update.

15. RECAP OF NEW AND CARRY OVER ACTION ITEMS FROM THIS MEETING (for next meeting)

- **Action:** (Everyone) Buy Baseball tickets if you intend to join, will sell out soon.
- **Action** – (Combest) Phil to get gift for chapter member and figure out delivery.
- **Action** – (President) Carolyn will report back regarding new Riverside chapter proposition after ROC.
- **Action** – (President) Carolyn to connect with Brian and Eric to discuss mentorship program next year.
- **Action** – (Treasurer) Art to schedule meeting to discuss financial audit plan. Brian, Carolyn, Jess, Art, GQ **and incoming treasurer Tracey Kreiger** to attend.
- **Action:** Advisors will watch out for ethics course training to meet BCSP and ASSP requirements.
- **Action Item:** Treasurer to transfer \$4,977.14 from JTS account to Chapter account for 2024 JTS proceeds share.

16. ADJOURNMENT

- Meeting adjourned at 12:54 pm.

NEXT MEETING

- Third Wednesday of each month
- April 16, 2025 (12:00 pm)
 - Join Zoom Meeting:
 - Meeting ID: 383 699 1322
 - Passcode: OCASSP

Link: <https://us06web.zoom.us/j/3836991322?pwd=S08xbjhRQXhtYWxkUURqZzhQTyt5UT09>